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Approved For Release 2001/08/07 : CIA-RDP71B00185A000100050040-4

OEL 468-65

9 April 1965

MEMORANDUM FOR : Executive Officer/OEL

SUBJECT : Space Planning

**REFERENCE : a. GSD 044-65 with comments
b. GSD 047-65**

1. It is requested that appropriate action be taken to modify the area currently occupied by S&D to reflect the floor plan which is described in reference a. In addition to the details shown on the floor plan, it is requested that an entrance door be provided which can be electrically unlatched by a secretary in the vault area or by operation of the button type of key from the outside if such an arrangement is acceptable to Security. I understand that a similar arrangement has been found satisfactory in FMSAC.

2. I think it is important to realize that the arrangement does not provide for our T/O strength, nor does it provide the space for the people who are on board at the level which was suggested some time ago by DD/S&T as being appropriate.

3. It is requested that action also be initiated on a longer term basis to secure the area from room 2E13 through 2E29 for occupation by S&D as indicated in reference b. The layout shown in reference b is approximately correct, and illustrates how this space would be utilized. The space available is nearly consistent with the standards, although it will be noted that some scarcity still exists. These deficiencies are indicated in the diagram by minus signs following the letters. If possible, of course, it would be desirable to go immediately to the plan outlined in reference b; however, I recognize that this may take some time to arrange. In the meantime, the changes indicated in reference a will assist considerably in the conduct of our work.

OUT 81 - Attached with attachments

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